

8 January 1970

MEMORANDUM FOR: See Distribution

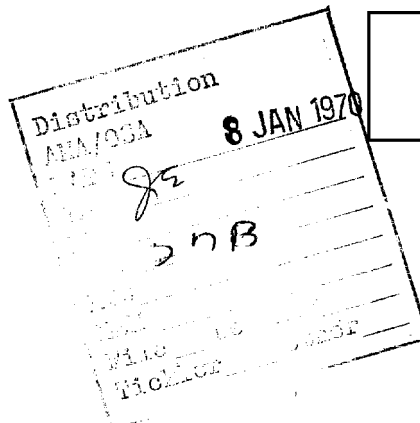
SUBJECT : Career Development Course #4
Glossary of Terms Used

1. As a result of difficulties which previous classes of career trainees had in understanding the briefings given them during the course, it has been requested that a glossary of terms used in the briefings be compiled.

2. It is requested that the individual responsible for the Career Development Course presentations in each OSA component undertake to review presentations that have been made in the past, or are anticipated, for those words, terms, abbreviations and project names which might be unique to OSA or to our type of business with an explanation of them. This list may be prepared informally and must be received in PSD by COB 15 January 1970.

Distribution:

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25X1A

25X1A

*will be in layman's
language. No glossary
terms were necessary
for Report. Called Audrey
in R&D re above.*

Evelyn.

13 JAN 1970

C. L. H. G.
☐ YOU WERE CALLED BY— ☐ YOU WERE VISITED BY—

C. L. H. G.
 OF (Organization)

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MESSAGE

*I Jan [] sent
 out memo re current
 Development Course - History
 Terms. Deadline is 15 Jan.
 to get it in.*

RECEIVED BY	DATE	TIME
<i>Em L</i>	<i>1/13/70</i>	<i>113</i>

STANDARD FORM 63
 REVISED AUGUST 1967
 GSA FPMR (41 CFR) 101-11.6

GPO : 1969-048-16--80341-1 332-389

63-108

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